



U.S. DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
National Marine Sanctuary System
Stellwagen Bank National Marine Sanctuary
175 Edward Foster Rd.
Scituate, MA 02055
(781) 545-8026 FAX: (781) 545-8036

**Administrative Capacity, Infrastructure Development
and Maintenance (ADMIN) Working Group**

AGENDA

5 May 2004

9:00 A.M. to 4:30 P.M.

Perot Systems Scituate, MA

9:00 – 9:30 Welcome, Approval of Minutes, Adoption of Agenda, Old Business

9:30 – 10:30 Action Items Report

- Rationales for the partnership of SBNMS with a private non-profit organization and the establishment of a professional volunteer group to be responsible for the development of strategies to produce revenues for SBNMS programs and activities. (Clapp and Bullard)
- Develop a strategy for the development of a SBNMS Volunteer Program. Florida Keys National Marine Sanctuary Volunteer Action Plan (Dowds and Morast)

10:30 – 12:00 ADMIN WG: Friends Group Action Plan
Group Discussion

12:00 Lunch

12:30 – 1:30 Friends Group Action Plan: Discussion Continued

1:30 – 3:00 Florida Cays Volunteer Action Plan Model: Discussion

3:00 – 3:30 ADMIN Action Plan

3:30 – 4:00 Action Plan Objectives: SBNMS's 11 WGs.

4:00 - 4:30 Next Steps, Summary, Adjourn